

The coordinator will oversee the planning, implementation and evaluation of the Indian health diabetes education entity.



*Applicant Notes:*

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► **COORDINATOR**

A coordinator is identified. The coordinator is a credentialed health professional with appropriate education and experience. The coordinator's responsibilities and line of authority are defined. Documentation of the coordinator's credentials, roles and responsibilities and line of authority is found in the program manual.

**LEVEL 1**

developmental

(checklists on pages 67 and 81)

► **COORDINATOR**

The coordinator manages the following team efforts:

- Development of goals and objectives
- Planning and implementation of program activities
- Evaluation of program content and outcome

The coordinator acts as the diabetes education liaison between team members, departments, programs and community. The responsibilities shall be reflected in the position description and employee performance appraisal system (urban, tribal or IHS). The coordinator documents a minimum of 12 hours every two years of continuing education in diabetes, educational principles, and/or leadership/management. Continuing education content and distribution of hours is based on professional discretion.

**LEVEL 2**

educational

(checklists on pages 69 and 83)

► **COORDINATOR**

The coordinator acts as a liaison between the multidisciplinary team, program and departments providing comprehensive services for individuals with diabetes and their families. The coordinator manages the diabetes education program and is a leader or team member in clinical and/or community diabetes programming. The coordinator leads, or helps organize, diabetes chart audits and surveillance systems (prevalence, complications, etc.), coordination of consumer care services, orientation of clinical, field health, tribal and other personnel to diabetes programs, and program budget preparations.

**LEVEL 3**

integrated

(checklist on page 83)

